



**SCOTTSDALE PUBLIC LIBRARY BOARD**  
**APPROVED MEETING MINUTES**  
**Arabian Library**  
**November 16, 2011 - 3:30 p.m.**

**Members Present:** Paul J. Lison, Chair  
Doug Sydnor, Vice Chair  
Carol Padwe, Secretary

Joan Freund  
Mark Shimelonis  
Mary Wilber

**Absent:** Peggy Sharp-Chamberlain, Excused

**Staff Present:** Rita Hamilton, Library Director  
Carol Damaso, Public Services Sr. Manager  
Aimee Fifarek, Library Technologies & Content Sr. Manager  
Cheryl Thomsen, Senior Management Analyst  
Rose Rimsnider, Administrative Secretary

**CALL TO ORDER**

Mr. Lison called the meeting to order at 3:30 PM.

**APPROVAL OF MINUTES**

Mr. Lison called for a motion to approve the Minutes of the October meeting.  
Mr. Sydnor so moved; Mrs. Freund seconded, and the motion passed 5-0, 1 abstain (Carol Padwe).

**LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**

***Monthly Statistical Report – Cheryl Thomsen***

	<u>October 2010</u>	<u>October 2011</u>	<u>% Change</u>
Physical Items Circulated	314,143	287,511	-8%
Attendance	138,214	132,328	-4%
Digital material Circulated	5,111	15,359	+201%
WiFi Usage	5,250	6,642	+27%

In October 2011, the library held 289 Youth Programs with attendance of 6,259 youths. Eighty-four (84) Adult Programs were held with 1,153 adults attending. Volunteers donated 3,313 hours to library services valued at \$61,587. In the Library Book Sale Special Revenue Account, October income from sales was \$12,610. Public access computers were used 42,052 times and 152,926 users accessed the library's website.

***Library Director's Report – Rita Hamilton***

Civic Center Library's remodel is underway and on schedule. The demolition caused some dust; however, we have not received any customer complaints. The concrete floor is very cracked; and we are exploring suitable flooring because the terrazzo flooring is not sustainable over the cracked floor.

Mr. Doug Sydnor gave a tour of Appaloosa Library as part of the *Library Journal's* Design Institute that brought leading architects, librarians and vendors to address the challenges and opportunities in building new, renovating, or upgrading existing buildings. This one-day event brought national attention to Scottsdale Public Libraries.

We are currently collecting food items for the Adopt-a-Family program through Vista Del Camino. These food items will benefit families in Scottsdale.

Mrs. Damaso gave an overview of library staffing comparing 2009-10 to 2011-12. Staff have been promoted, received more hours, grew and expanded skills via transfers. We went from 172 positions in the library in January 2009 to 155 positions in October 2011 due to the economic downturn.

In 2009, 48 staff were transferred, 26 promoted, 3 gained more hours and there were 14 new hires. In 2011, 9 staff were transferred, 16 promoted, 4 gained more hours and there were 16 new hires. Mr. Sydnor asked what the employee turnover rate was. Mrs. Damaso said it was very small with most staff retiring versus taking a new job elsewhere. Mr. Shimelonis asked if staff morale had improved and Ms. Hamilton said she has seen an improvement. Mrs. Freund said that as she sees circulation numbers decrease, doesn't this translate that less people come into the library and if this continues, will we see library staff numbers be decreased? Ms. Hamilton said it will depend. We are collaborating and reaching out more to the community. We certainly will need staff as we increase our efforts.

At the request of Board members, Ms. Hamilton gave an update on the Palomino Inter Governmental Agreement with Scottsdale Unified School District. Ms. Hamilton met with our legal department and gave a list of concerns we would like addressed; the parking situation, maintenance and custodial problems. We are discussing the length of the contract; currently it expires in September 2012.

***Customer Comment Report – Rita Hamilton***

It was noted that the October Customer Comment Report contained few comments this month.

***Library Service Highlight***

No Library Service Highlight was given. Ms. Hamilton took the opportunity to thank the Board for their support to the library these past nine years. The library system has changed over the years with improved customer service, efficiencies and staff coming together as one system. Ms. Hamilton has enjoyed working with the Board and she looks forward to them continuing their work with Interim Library Director, Mrs. Carol Damaso.

**ANNOUNCEMENTS, ISSUES FOR FUTURE DISCUSSION**

Mr. Lison asked for two volunteers to bring forth a slate of officers at December's meeting. Mrs. Freund and Mrs. Padwe volunteered.

Mrs. Freund asked for a future report of how library special revenues were spent.

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**OPEN CALL TO THE PUBLIC**

None.

**ADJOURNMENT**

With no further business to discuss, being duly moved and seconded, the meeting was adjourned at 4:15 PM.

Respectfully submitted,

Rose Rimsnider, Administrative Secretary